



DWS-18-07-DM

WORKFORCE SYSTEMS LETTER NO.: 06-17, Change 1

DATE: March 29, 2007

EFFECT: **ACTION** **INFO** **WITH ATTACHMENTS**
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SUBJECT: **Region 1 Benefit Payment Control/Internal Security Meetings**

1. Purpose. To update Workforce Systems Letter 06-17 and provide the tentative agendas for the Region 1 Benefit Payment Control and Internal Security Meetings. Both meetings will be co-hosted by Massachusetts and held in Springfield, Massachusetts. The BPC meeting will be held April 17-18, 2007 and the Internal Security meeting will follow immediately thereafter from April 18-19, 2007.

2. Agenda and Presenters. Please see the attached tentative agendas for both meetings. Comments and/or suggestions continue to be solicited from attendees.

3. Registration Fees. Massachusetts, as the host of both meetings, will collect a fee of \$30/attendee/meeting to cover food for the breaks, lunch on April 18th, and incidentals. If a state sends one representative to both meetings, then Massachusetts will collect \$60 from that participant. Payments will be accepted at the meeting. Checks are to be made out to "Commonwealth of Massachusetts/DWD."

4. Actions.

- a. Distribute this issuance to appropriate state staff and encourage attendance at this event.
- b. Provide names and contact information of attendees to David Martin by April 6, 2007.
- c. Submit comments and/or suggestions on the agenda to David Martin by April 6, 2007.
- d. As a reminder, hotel reservations must be made by March 30, 2007. Attendees may wish to make travel arrangements pending final agency approval.

5. Inquiries. Additional questions regarding the Region 1 BPC or Internal Security meetings should be referred to David Martin at martin.david.j@dol.gov or (617) 788-0161.

Grace A. Kilbane
Regional Administrator

Enclosure